

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS VIDEOCONFERENCE MINUTES
Thursday, January 21, 2021

PRESENT: Jamie Knight (PC Liaison), Jeny Grupe (Treasurer), Lisa Marston (Vice-Chair), Martha Ibarra Michael Cohen, Susan Zottola (Chair)

ABSENT: Dianne Strong-Summerhays, Sabena Vaughan

STAFF: Katherine Clayton (Executive Director), Jean Lehmann (Executive Administrative Assistant)

A quorum was established; Susan called the meeting to order at 5:55 p.m. with introductions and welcome to new member Jamie.

CONSENT AGENDA

MOTION: Michael Cohen made a motion to accept the consent agenda as follows: November 19, 2020 minutes; status of grants in process/grants to be approved; October and November meals; December and January monitoring reports; December and January program information summaries; and receipt of ACF PI 20-07. Jeny Grupe seconded the motion; the motion carried.

TREASURER'S REPORT

1. Financials

Financial statements for October and November are in order.

MOTION: Lisa Marston made a motion to accept the October and November financial statements as presented. Michael Cohen seconded the motion; the motion carried.

EXECUTIVE DIRECTOR'S REPORT

1. OPK Update

Katherine gave a brief update on OPK enrollment, attendance, and services across the state during the pandemic as of December 2020.

2. Carryover of Funds

- Approval was requested to carry over CARES Act funds of \$419,555 to the 2020-2021 grant year due to less on-site services provided than anticipated, and, consequently, less employees needed for cleaning and sanitation
- The HHS budget for 2019-2020 was under-spent due to the delay in employee return dates and start of the 2020-2021 school year. Approval was requested to carry over \$379,307 in HS and \$175,378 in EHS to the 2020-2021 grant year to extend part-day services to the end of June 2021

MOTION: Jamie Knight made a motion to approve the requests to carry over both the CARES Act funds and the additional HS and EHS funds as presented to the

2020-2021 grant year. Martha Ibarra seconded the motion; the motion carried.

3. Phase 4 Reopening Plan

Katherine reviewed the Phase 4 reopening plan, which will result in 60% of the classrooms reopened for in-person services for 10 children per classroom on January 25.

Phase	Date	Jackson County	Josephine County
4	Opening JAN 25-- begin having more than 10 children at centers	<ul style="list-style-type: none"> • ABC-C: Duration Older Toddler • Eagle Point: PM • Foothills: Duration • Progress: EHS Older Toddler class • Progress: HS Duration • South Medford: Duration • Washington: AM 	<ul style="list-style-type: none"> • Park View: AM 1 class • EHS-Grants Pass: Duration 1 Infant Young Toddler

4. Self-Assessment 2020-2021 Plan

HS is required to conduct an annual self-assessment of their program. The plan for 2020-2021 was presented; it is based on the COVID addendum from the Regional Office for reviewing the designated focus areas. Board member(s) interested in participating may contact Katherine.

MOTION: Jeny Grupe made a motion to accept the 2020-2021 self-assessment plan as presented. Michael Cohen seconded the motion; the motion carried.

5. COVID-Relief Incentive

A proposal was presented to offer a COVID-relief incentive of \$50 per week starting January 25 and extending through March 31 to ensure employees eligible for the incentive are actively employed and providing services to programs on site or from home.

MOTION: Jamie Knight made a motion to approve the weekly COVID-relief incentive as presented. Lisa Marston seconded the motion; the motion carried.

6. Partnership: Rogue Community Health

Katherine gave a PowerPoint presentation summarizing Rogue Community Health's Priority Partnership Program, of which HS is a partner.

COMMITTEES

1. Policy Council (PC)

PC met on January 19; topics included employee recruitment, PC recruitment, cameras in classrooms, Phase 4 reopening plan, and enrollment.

NEXT MEETING

The Board is scheduled to meet Thursday, February 18 at 5:45 p.m.

The meeting was adjourned at 6:50 p.m.

Respectfully Submitted,

Jean Lehmann